

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

MEETING DATE: 7/19/06

DIVISION: COUNTY ADMINISTRATOR

BULK ITEM: YES

DEPARTMENT: AIRPORTS

STAFF CONTACT PERSON: Peter Horton

AGENDA ITEM WORDING: Approval of Purchase Service Order with URS for Terminal Construction Phase Tasks for the Key West International Airport.

ITEM BACKGROUND: This project will be funded by the Federal Aviation Administration, Florida Department of Transportation, and Passenger Facility Charge Revenue.

PREVIOUS RELEVANT BOCC ACTION: Approval to submit PFC Application # 7, # 8, # 9 # 10, and # 11, to the Federal Aviation Administration.

CONTRACT/AGREEMENT CHANGES: New Agreement

STAFF RECOMMENDATION: Approval

TOTAL COST: \$579,999.00

BUDGETED: Yes

COST TO AIRPORT: None
COST TO PFC: ~\$14,500.00\$
COST TO COUNTY: None

SOURCE OF FUNDS: FAA, FDOT, PFC Revenue

REVENUE PRODUCING:

AMOUNT PER MONTH /YEAR:

APPROVED BY: County Attorney X

OMB/Purchasing X

Risk Management X

AIRPORT DIRECTOR APPROVAL _____



Peter J. Horton

DOCUMENTATION: Included X

Not Required

AGENDA ITEM # _____

DISPOSITION: _____

/bev
APB

MONROE COUNTY BOARD OF COUNTY COMMISSIONERS

CONTRACT SUMMARY

Contract #

Contract with: URS

Effective Date: Execution
Expiration Date: 850 days

Contract Purpose/Description: Key West International Airport Terminal Construction Phase Tasks

Contract Manager: Bevette Moore
(name)

5195
(Ext.)

Airports - Stop # 5
(Department/ Stop)

for BOCC meeting on: 7/19/06

Agenda Deadline: 7/5/06

CONTRACT COSTS

Total Dollar Value of Contract: 579,999.00

Current Year Portion: ~ 123,000.00

Budgeted? Yes

Account Codes: 404-630106-560620-GAKA103

Grant: Yes, FAA & FDOT

County Match: PFC Revenue

ADDITIONAL COSTS

Estimated Ongoing Costs: n/a
(not included in dollar value above)

For: .
(eg. maintenance, utilities, janitorial, salaries, etc.)

CONTRACT REVIEW

	Date In	Changes Needed Yes No	Reviewer	Date Out
Airports Director	<u>7/5/06</u>	() (X)	<u>Peter Horton</u> Peter Horton	<u>7/5/06</u>
Risk Management	<u> </u> / <u> </u> / <u> </u>	() ()	<u> </u> for Risk Management	<u> </u> / <u> </u> / <u> </u>
O.M.B./Purchasing	<u> </u> / <u> </u> / <u> </u>	() ()	<u> </u> for OMB	<u> </u> / <u> </u> / <u> </u>
County Attorney	<u> </u> / <u> </u> / <u> </u>	() ()	<u>Pedro Mercado</u> County Attorney	<u>6/29/06</u>

Comments: _____

PURCHASE / SERVICE ORDER

FOR

MONROE COUNTY

To: URS

Purchase Service Order No. 05/06-22

Re: PSA Agreement, Dated: 1-1-02

Resolution _____

Project Name: Key West International – Terminal Construction Phase Task

Description of Services: (See Attached Scope of Services)

Multiple of Direct Salaries _____

Lump Sum X

Reimbursable Expense \$66,663.00

Lump Sum Fee \$513,336.00

Days to Complete 850

Max Fee this Service Order \$579,999.00

Payment for Services shall be in their entirety as per PSO.

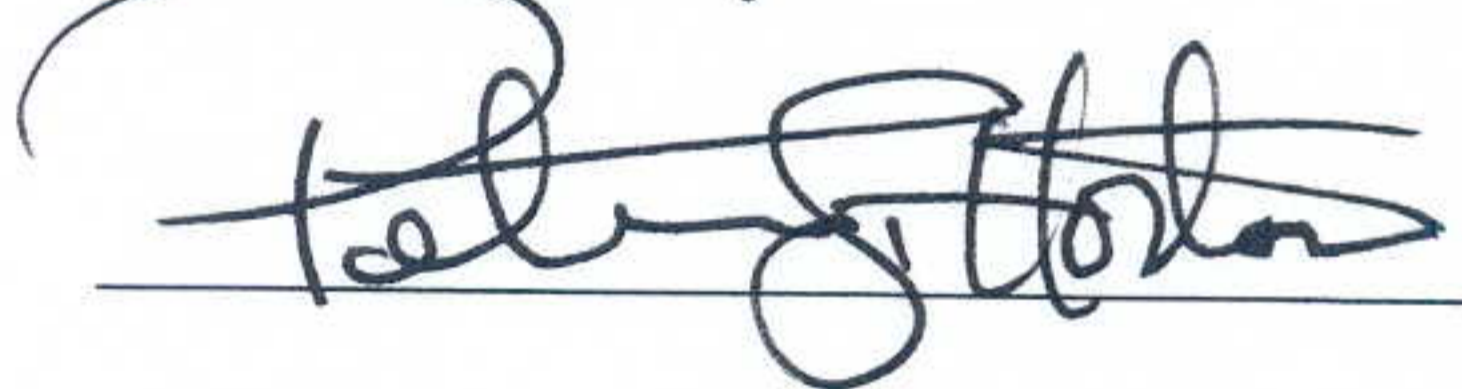
Prepared by:



Milford A. Reisert

Date: 6/27/06

Recommended by:



Date: 7-5-06

Accepted by:



Carlos Garcia

Date: 6/27/06

Approved by:

Date: _____

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:



PEDRO J. MERCADO
ASSISTANT COUNTY ATTORNEY

January 27, 2006
Revised April 22, 2006
Revised June 24, 2006

REVISED SCOPE OF SERVICES – CONSTRUCTION PHASE SERVICES

1. Submittal Services

The consulting team will be expected to process submittals, including receipt, review of, and appropriate action on Shop Drawings, Product Data, Samples and other submittals required by the Contract Documents.

2. Observation Services

The consulting team will be expected to visit the site at intervals appropriate to the stage of the work to become familiar with the progress and quality of the Work completed and to determine in general that the Work when completed will be in accordance with the Contract Documents. The consulting team will work with Morganti to facilitate the preparation of documents and reports required for the project such as Applications for Payment. Weekly, bi-weekly and monthly meetings will be held as necessary.

URS' fee proposal is based on the assumption that URS personnel will attend site meetings on the following basis:

1. Project Manager - one site visit per month for 24 months
 2. Project Architect – one site visit per month for 24 months
 3. Project Engineers (each discipline) – one site visit per month for 24 months.
- Engineering visits will be determined by on-going site work in progress.

The 24 site visits represent an aggregate and shall be scheduled by the Project Management Team as a function of the nature of the work in progress.

If additional site visits are required due to unforeseen events or conditions, it is anticipated that an equitable adjustment will be negotiated to the URS fee.

3. Testing and Inspection Administration

During the course of the Project, multiple tests and inspection will be made as required by the Construction Documents. The consulting team will work with Morganti to provide scope, standards, procedures and frequency of testing and inspections. Once the tests or inspections are made, the consulting team will review and evaluate the results and notify or make recommendation to Morganti and the County with respect to any deficiencies in the Work.

URS will assist the Owner and the CM at Risk in defining the necessary testing and inspection program for the work. It is anticipated that **standard** testing and inspections services required by that program will be provided by the Owner. (This does not include threshold inspection – see Item 12 above.) Testing and inspection reports will be reviewed by URS for compliance with Contract Document requirements. URS' field services do not include inspections but does include site observation and preparation of field reports based on those observations.

4. Supplemental Documentation

In the event that members of the construction team need additional documentation to illustrate, clarify or further interpret the design, the consulting team will prepare and distribute such documents through the contractor in a timely fashion.

Where clarification of Contract Document intent is required, URS will provide those clarifications as a part of a CM AT RISK initiated RFI process.

5. Changes to the Project

Proposed changes to the Project may be requested by the Contractor, the Consulting Team or the County. Such proposals shall be presented to the Project Management Team for consideration. Changes may result from an opportunity to improve project quality, reduce project costs, act in response to unforeseen conditions or implement program changes initiated by the County. The Project Management Team will review each Change Proposal and act in accordance with the contract language or refer the Change Proposal to the County Administrator or Board of County Commissioners for their review and action. The spirit and intent of Changes to the Project is to maintain the GMP without adversely affecting the Contractor, Consultants or County.

In the event that Changes to the Project require revisions to the approved Contract Documents and additional design services are required to develop and document those changes, the additional design work will constitute an additional service. URS will prepare an Additional Service Design Proposal for review with the Owner. When that scope and fee is approved, URS will proceed with supplemental design service.

6. Interpretations and Decisions

The Consulting Team is responsible for administering their design. With respect to code compliance, structural, mechanical and electrical performance, their decisions are final. On other matters, it is hoped that the best ideas will prevail. Should the Contractor and the Consultant Team differ in their opinion; the County's representative to the Design Team will break the tie. In all cases the decisions made will be in the best interest of the project while attempting to minimize the exposure to any of the Project Management Team members.

7. Project Closeout

As a part of basic services, the Consultant Team will participate in the Project Closeout process. When the Contractor notifies the Project Management Team that a portion of the Project is sufficiently complete, in accordance with the Contract Documents, to permit occupancy or utilization for its intended purpose, the Consultant Team will conduct a detailed inspection with the County's representative. The Consultant Team will prepare a list of items to be completed or corrected. Upon completion of these items, the Consultant Team and County's representative will conduct a final inspection. Following the final inspection the Consultant Team will work with the Contractor to assemble and transmit all warranties, affidavits, receipts and the like. When the Project or a designated Phase is complete and approved, the Consultant Team will issue the final Certificate(s) for Payment.

URS' fee is based on preparation of one final punch list for execution by the CM AT RISK and his contracting team. If additional phases require preparation of punch lists, it is assumed that that effort can occur during the course of planned site observation visits described above.

8. Maintenance and Operational Programming

When the Project or designated Phase is complete, the Consultant Team, working with the Contractor, will assist the County's maintenance and operational personnel in becoming familiar with the maintenance and operational characteristics and procedures for each piece of equipment. Manuals and instruction by the manufacturer's representatives will be included when applicable.

URS will define Contract requirements for provision of maintenance and operation manuals for building systems and equipment. These requirements will be covered in the Specifications. The CM AT RISK will supervise submittal of O&M manuals and documentation by the contractors. URS will review those submittals as a part of the submittal review process for compliance with the Contract Documents. Other O&M services are to be provided by the Contractors in accordance with the Contract Documents.

9. Start-Up Assistance

Airport staff will be responsible for the operation of all building systems. The Consulting Team, Contractor and selected manufacturers' representatives will be required to assist with any required training on these systems and/or equipment.

URS will review documentation provided by the Contractor on system start-up (test and balance reports etc.). Other commissioning type services are not anticipated at this time, but can be provided as an additional service.

10. Record Drawings

The URS Consultant team shall provide the County with CAD files to be used in documenting all changes to the work during construction. The Consulting Team will review the record drawings to insure their accuracy.

11. Warranty Review

As each Phase of the Project is completed, the Consulting Team and the Contractor shall prepare and present to the County a warranty package for the materials and equipment installed in that Phase. The Consulting Team will also conduct a warranty inspection at ten months following completion of the Project for the purpose of identifying those items covered under the contractor's one year warranty that have failed or need repair or replacement. The Consulting Team will present a report to the County identifying defects or deficiencies and will assist the County with the preparation of instructions to the Contractor for correction of noted defects.

12. Post-Construction Evaluation

One year following completion of the Project the Consulting Team, the Contractor and the County will meet to review the Project, performance of the Project Management Team and any other issues that will be beneficial to future work by the individuals or group.

13. Expenses

URS has provided an estimate of anticipated reimbursable Direct Expenses. These include estimated costs for airfare, hotels, rental cars, parking etc. related to design review and contract administration site visits. Also included are costs associated with the minor additional survey required for the Mario Sanchez Park. These are estimates and subject to change based on actual costs incurred. These will be billed at cost. Our expenses estimate includes anticipated costs for reproduction of progress documentation (drawings and specs).

14. Project Team

It is expected that the Consultant Team currently in place will execute the above listed services and any changes or additions to the team will require prior approval from The Morganti Group and Monroe County.

Construction Phase Services

Bid Phase Assistance	Rate		
Classification		Hours	Fee
Principal	\$157	2	\$336
Project Manager	\$106	48	\$7,526
Senior Civil Engineer	\$84	24	\$2,554
Senior Architect	\$78	100	\$7,840
Senior Structural Engineer	\$84	16	\$1,613
Senior Mechanical Engineer	\$84	32	\$3,226
Senior Electrical Engineer	\$84	32	\$3,405
Specifications	\$42	8	\$1,120
Technical Support		24	\$1,008
Subtotal			\$28,627

Submittal Review/Clarifications	Rate		
Classification		Hours	Fee
Principal	\$168	8	\$1,344
Project Manager	\$157	88	\$13,798
Senior Civil Engineer	\$106	28	\$2,979
Civil Engineer	\$84	40	\$3,360
Civil CADD	\$50	40	\$2,016
Senior Architect	\$132	280	\$36,848
Project Architect	\$78	164	\$12,858
Architectural CADD	\$45	100	\$4,480
Senior Structural Engineer	\$101	100	\$10,080
Structural Engineer	\$84	240	\$20,160
Structural CADD	\$45	80	\$3,584
Senior Mechanical Engineer	\$101	240	\$24,192
Mechanical Engineer	\$84	200	\$16,800
Mechanical CADD	\$45	120	\$5,376
Plumbing Engineer	\$78	120	\$9,408
Plumbing CADD	\$45	100	\$4,480
Senior Fire Protection Engineer	\$123	100	\$12,320
Fire Protection Engineer	\$84	100	\$8,400
Fire Protection CADD	\$45	48	\$2,150
Senior Electrical Engineer	\$106	140	\$14,896
Electrical Engineer	\$84	140	\$11,760
Electrical CADD	\$45	100	\$4,480
Specifications	\$140	48	\$6,720
Technical Support	\$42	80	\$3,372
Subtotal			\$235,862

3. Periodic Site Observation			
Classification	Rate	Hours	Fee
Principal	\$168	4	\$672
Project Manager	\$157	380	\$59,584
Senior Civil Engineer	\$106	62	\$6,597
Senior Architect	\$132	382	\$50,271
Senior Structural Engineer	\$101	140	\$14,112
Senior Mechanical Engineer	\$101	120	\$12,096
Plumbing Engineer	\$78	96	\$7,526
Senior Fire Protection Engineer	\$123	68	\$8,378
Senior Electrical Engineer	\$106	120	\$12,768
Technical Support	\$42	60.01	\$2,520
Subtotal			\$174,524

4. Punch List Preparation			
Classification	Rate	Hours	Fee
Principal	\$168	2	\$336
Project Manager	\$157	32	\$5,018
Senior Civil Engineer	\$106	16	\$1,702
Senior Architect	\$132	40	\$5,264
Senior Structural Engineer	\$101	8	\$806
Senior Mechanical Engineer	\$101	32	\$3,226
Plumbing Engineer	\$78	8	\$627
Fire Protection Engineer	\$84	8	\$672
Electrical Engineer	\$84	32	\$2,688
Specifications	\$140	4	\$560
Technical Support	\$42	8	\$336
Subtotal			\$21,235

5. Record Drawings			
Classification	Rate	Hours	Fee
Principal	\$168	2	\$336
Project Manager	\$157	80	\$12,544
Senior Civil Engineer	\$106	4	\$426
Civil Engineer	\$84	12	\$1,008
Civil CADD	\$50	80	\$4,032
Senior Architect	\$132	4	\$526
Project Architect	\$78	80	\$6,272
Architectural CADD	\$45	164	\$7,347
Senior Structural Engineer	\$101	4	\$403
Structural Engineer	\$84	20	\$1,680
Structural CADD	\$45	32	\$1,434
Senior Mechanical Engineer	\$101	4	\$403

Key West International Airport
Construction Phase Professional Services and Expenses
Add Service Request

REVISION 1

URS Corporation
4/24/2006

Mechanical Engineer	\$84	40	\$3,360
Mechanical CADD	\$45	64	\$2,867
Plumbing Engineer	\$78	4	\$314
Plumbing CADD	\$45	16	\$717
Senior Fire Protection Engineer	\$123	4	\$493
Fire Protection Engineer	\$84	8	\$672
Fire Protection CADD	\$45	12	\$538
Senior Electrical Engineer	\$106	4	\$426
Electrical Engineer	\$84	40	\$3,360
Electrical CADD	\$45	64	\$2,867
Specifications	\$140	4	\$560
Technical Support	\$42	12	\$504
Subtotal			\$53,088

6. Additional Expenses

Airfare Columbus/Tampa/Key West	\$600	48	\$28,800
Hotel	\$120	48	\$5,760
Per Diem	\$40	48	\$1,920
Airfare Tampa/Key West	\$300	24	\$7,200
Parking/Misc.	\$30	96	\$2,880
Rental car	\$100	96	\$9,600
Overnight Deliveries	\$20	120	\$2,400
Reproduction	\$4,604	1	\$4,604
Misc.	\$3,500	1	\$3,499
Subtotal			\$66,663

Total Additional Service Amount w/o expenses	\$513,336
Total Additional Service Amount	\$579,999

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